



DRAFT

**ARTS, CULTURE AND HISTORIC
PRESERVATION COMMISSION**

Minutes

1. Call to Order

The meeting was called to order at 8:33 a.m. by Chairwoman Elle Susnis, presiding in the City Hall Council Chambers at 1123 W. Lake St., Sandpoint, Idaho.

2. Roll Call

In addition to Chairwoman Susnis, Commissioners, Barry Burgess, Mike Lithgow, Katelyn Shook Karin Wedemeyer and Rick Decker were present at roll call. Commissioner Woody Sherwood listened in by zoom phone call, but due to technological difficulties was unable to participate with audio. Commissioners Hannah Combs and Keely Gray were absent.

3. Meeting Minutes Approval

Item Number:	3A	April 11, 2023, Meeting Minutes approved
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Motion to approve the April 11, 2023, Meeting Minutes, as presented.

Result:	Passed
Moved by:	Burgess
Seconded by:	Shook
Voted Yes:	Burgess, Gray, Lithgow, Shook, and Susnis
Voted No:	
Abstained:	
Absent:	Combs, Gray, Sherwood, Wedemeyer*

* Commissioner Wedemeyer stepped out briefly, returning at 8:44 am.

4. Financial Report

Chairwoman Susnis gave a brief review of the Sandpoint Urban Renewal Agency (SURA) monthly financial report, as reflected on the agenda. Information only; no Commission action.

5. City Leaders Series

Item Number:	5A	Amanda Wilson, Infrastructure and Development Services (IDS) Director, speaking on Sandpoint Urban Renewal Agency (SURA) and Public Art.
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IDS Director Amanda Wilson spoke to Commissioners about the history of the Sandpoint Urban Renewal Agency (SURA), which was established by resolution in 2005. Ms. Wilson reviewed appointments, terms, 2.5% for public art, geographic boundaries applicable to SURA-funded public art projects and suggested referencing other cities and their private partnerships to model projects with public art in/on private spaces.

6. Old Business

Item Number:	6A	NEA-ARP Subgrant Program
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Arts and Historic Preservation Officer Heather Upton reported that the nonprofit subgrant narratives had all been submitted by the May 5 deadline.

Item Number:	6B	Idaho Commerce Gem Grant
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Ms. Upton informed Commissioners that the Idaho Commerce Gem Grant contract had been received, signed, returned and the City is now awaiting an officially signed copy. Once received, the Panida Theater will receive an agreement between the City and the Panida. Because they are subgrant City funds, the Panida will have to follow the same procurement process the City follows. They will be required to get three bids for their roof project, and they will have to go with the lowest bid.

Item Number:	6C	ACHP Project Teams
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The Historic Preservation Team has been looking at historic and commercial historic vernacular to identify the key historic styles. They are going to use their research to compile a pattern book, which will become a tool for community members to use, as they rehabilitate or build a new structure. The pattern books could additionally support a future Accessory Dwelling Unit (ADU) process. The ACHP team has also made progress updating the Public Art Policy and Procedures documents. Commissioner Grey met with Ms. Upton about updating the Walk-Through History walking tour. Commissioner Susnis has volunteered to create a more graphic, fun cover for the brochure. Now that the weather is better, select members of the Commission will begin collecting photos and updating the public art inventory.

Item Number:	6D	Silver Box Program
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Ms. Upton gave an informational presentation on the Silver Box Program to the City Council on May 3rd. ACHP will be using the call-for-entry “CaFÉ” platform to put out a call to artists for three (3) pedestals; the agreement is in the works. This year, the annual program will be funded by the remaining SURA funds listed in the financial report, as reflected on the agenda. If a selection committee is utilized, they will present to the Commission, and the Commission will make a recommendation to Council.

Item Number:	6E	Public Art Policy and Procedures
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The former Sandpoint Arts Commission worked on revising the Public Art Policy and Procedures in 2016, but that process was placed on hold to allow for the ACHP Master Plan. Now, with an adopted Arts, Culture and Historic Preservation Plan, the ACHP Commission will be resuming the update. Ms. Upton and the ACHP work team agreed that procedures should be broken out from the policy and updated both documents. Commission reviewed the draft policy and draft procedures, and discussion followed.

7. New Business

Item Number:	7A	Public Art Understanding
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Ms. Upton shared an idea to host public art understanding walks to look for public art opportunities, gateway moments and placemaking. She plans to add a brainstorming agenda item to discuss those opportunities. The Commission was supportive.

Item Number:	7B	Hidden Gems
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Commissioner Wedemeyer shared that, academically, she is an archaeologist and, artistically, an opera singer. She presented a framed “treasure”, which she found at an estate sale. Two years ago, she discovered that there was a music conservatory existing in Sandpoint in 1908. The sign she purchased was the opening sign for the music conservatory from September 21, 1908. The modern conservatory also opened in September on the 21st in 2009, a unique coincidence. She proposed a

museum event that could be called “Hidden Treasures of Sandpoint,” where the public would be invited to bring their own Sandpoint treasures history to share at the event.

8. General Announcements/Comments

Ms. Upton shared an invitation to an upcoming Inclusive Playground Presentation on May 16, from, 11:00am-1:00pm and the Travers Park Design Reveal on May 17 from 2:30-5:00pm, also at Travers Park. Commissioner Shook shared the Panida will be bringing the New Old Time Chautauqua band to Sandpoint on June 10th as a fundraising event for a community member in need. The event will be to honor Eric Daarstad, and tickets will be available online and at the door.

9. Adjourn

With no further business on the agenda, the meeting was adjourned at 10:34 a.m.

I presided over this meeting and can confirm that these minutes, prepared by the Commission Clerk, were approved by the Commission on _____.

Elle Susnis, Chairwoman

Attest: _____
Kami Omodt, Commission Clerk